Minutes

1. Attendees
   Charlie Curcija, LBNL; William DuPont, Sunergy Consulting; Sagar Rao, AEI; Mahabir Bhandari, ORNL; Peter Armstrong, Khalifa University Masdar; Christian Kohler, LBNL; Anil Parekh, NRCan; Michael Bartko, NRC Canada; Iason Konstantzos, UNL;
   Remote participants: Peter Lyons, Fenestratilia;

2. Minutes from previous meeting were not voted on because last meeting was not held

3. Review documents and dropbox folders
   a. Dropbox folders will be moved to Basecamp in the next month, or so
   b. Basecamp will be main collaboration folder

4. Discussion of further steps
   a. Charlie reviewed new document that outlines the structure of a future standard. This is for windows and another document will be firmed for attachments
   b. Next two months develop drafts of both standards
   c. Propose new standards to ISO TC163. Need full support for this effort. New support from several European countries to harmonize standards
   d. 10077 embedded into passive house standard and will need extra effort to gain support for the change in standard
   e. Willie duPont expressed concern that we had efforts in the past (i.e., 15099), which ultimately failed. We decided to develop standard documents and if ISO does not adopt them, we will develop ASHRAE standards

5. Charlie will send doodle poll to schedule monthly conference calls for the development of standards

6. Adjourn